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4 JAN 1980

MEMORANDUM FOR: Deputy Director for Administration

FROM:

Acting Chief, Information Services Staff

SUBJECT: ISS Weekly Report (27 December 1979-2 January 1980)

Regulations Control Division

RCD processed 18 regulatory issuances during the reporting period.

C/RCD was informed of the proposed formation of a group to review field regulations for the purpose of reducing these holdings overseas consistent with station management requirements and minimum destruction time. RCD's role will be to refer field regulations to this group chaired by the SSA/DDA and work with them on making recommendations and assisting in coordination.

Classification Review Division

In response to a request from the National Security Council, reviewed 12 pages of material which the NSC wanted to pass to other agencies. He recommended that the material could be distributed to other agencies provided the recipients had proper clearances and approved facilities for storing and handling it.

Information and Privacy Division

A separate report is attached.

Attachment

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3 January 1980

MEMORANDUM FOR: Deputy Director for Administration
FROM:
Chief, Information and Privacy Division, ISS
SUBJECT: IPD/ISS Weekly Report (27 December - 2 January)

1.	<u>The Week in Review</u>	<u>27 Dec - 2 Jan</u>	<u>1979 Weekly Average</u>
a.	New cases logged	41	60.0
b.	Cases closed	30	59.4
c.	New appeals logged	3	4.3
d.	Appeals closed	1	2.6
e.	Manpower (man-weeks)	59.9	85.2
2.	<u>Current Backlogs</u>		
a.	Initial requests - 2664		
b.	Appeals - 421		
3.	<u>Spotlighted Requests</u>		

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5. Analysis

The number of requests received by the Agency during CY 1979 declined significantly from CY 1978. The totals were as follows:

	<u>1978</u>	<u>1979</u>	<u>Change (%)</u>
FOIA	1608	1306	-302 (18.78)
PA	2136	1634	-502 (23.50)
EO	<u>428</u>	<u>181</u>	<u>-247 (57.71)</u>
Totals	4172	3121	-1051 (25.19)

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STAT IPD/[] slh 3 January 1980

Distribution:

Orig. & 2 Addressee

- STAT
- 1 - DCI
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 - 1 - D/NFAC
 - 1 - DDO
 - 1 - DDS&T
 - 1 - D/PA
 - 1 - Comptroller
 - 1 - IG
 - 1 - OGC
 - 1 - OLC
 - 1 - OP
 - 1 - OL
 - STAT 1 - C/IMS, []
 - 1 - DDO/IRO
 - STAT 25 - DDO/IMS []
 - 1 - IRG/OS
 - 1 - NFAC/FIO
 - 1 - C/ISS
 - 1 - IC Staff/FIO
 - 1 - IPD Subject
 - 1 - IPD Chrono
 - 1 - IPD Reading Board

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